

# Subpoena Duces Tecum

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You are hereby required, pursuant to Section 77-1236 R.S.Supp. 2002, to produce all the books, documents, records, or other materials of the taxpayer enumerated below for inspection by the assessment officer for \_\_\_\_\_ County, or his or her staff, in the office of the assessment officer, \_\_\_\_\_, Nebraska, on or before the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Said books, documents, records, or other evidence must be submitted personally or by certified mail, return receipt requested, postage prepaid, to the above address. Compliance may be made at such other location as may be agreed by the assessment officer.

The books, documents, records or other evidence required to be produced consists of all of the following:

For all years open to audit, relating to the property of:

\_\_\_\_\_

Issued under the authority of the property tax laws of the state of Nebraska by the \_\_\_\_\_ assessment officer, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

▶ Assessment Officer, \_\_\_\_\_ County

## CERTIFICATE OF SERVICE

I hereby certify that:

☐ On \_\_\_\_\_, 20\_\_\_\_, a signed duplicate original of this subpoena was served by certified mail, return receipt requested (# \_\_\_\_\_), upon \_\_\_\_\_.

☐ On \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_.m., I personally served a signed original duplicate of this subpoena on the person to whom it is directed.

▶ Name \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_